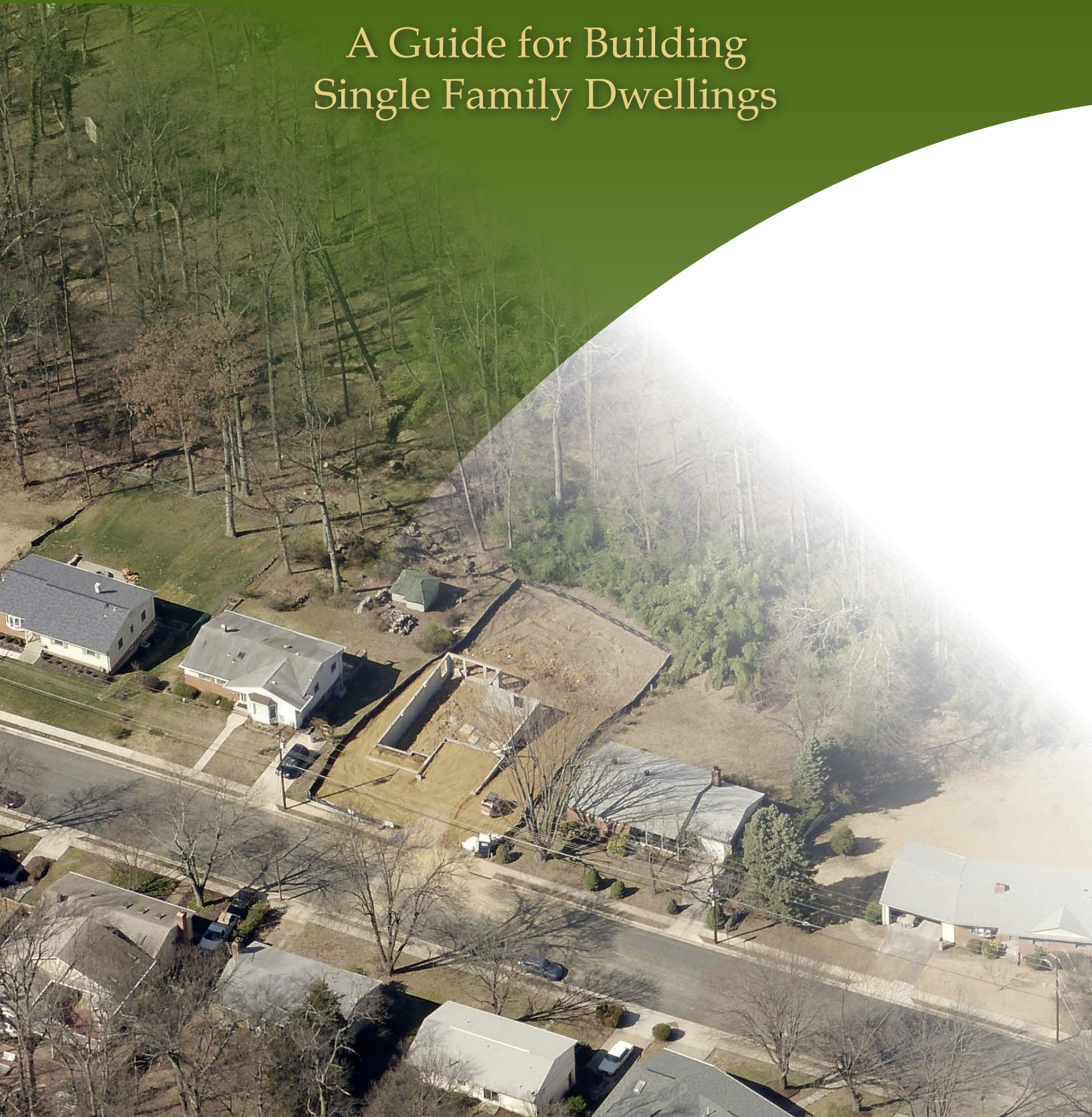


Building in the Town of Vienna

A Guide for Building Single Family Dwellings



Prepared by the Department of Planning and Zoning, May 2014
127 Center Street South, Vienna, VA 22180

Building Height and Lot Deviation

Building Height

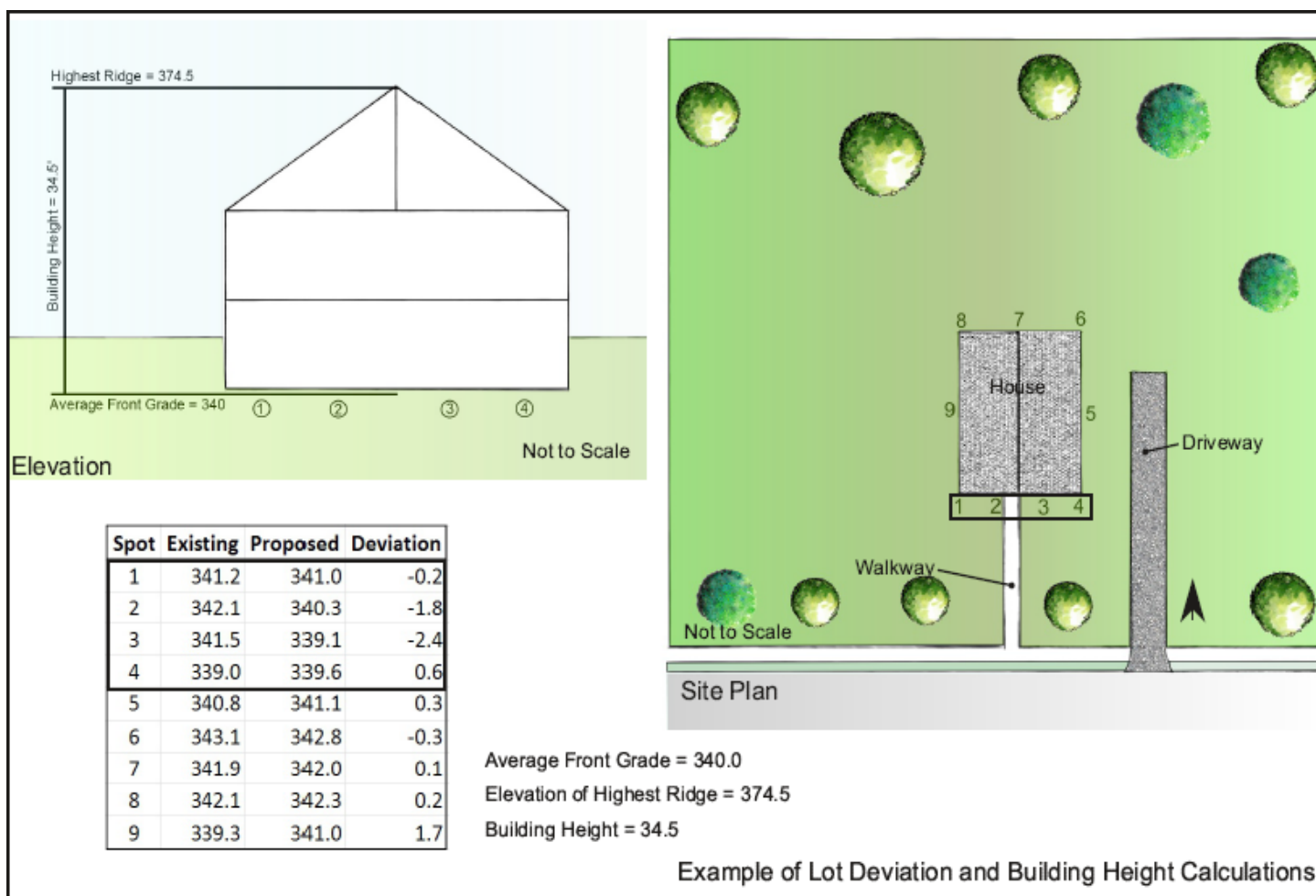
Building height is calculated by subtracting the average front grade of the building from the ridge elevation. The building height of any building cannot be more than 35 feet high. A sample building height calculation is shown below. It is important to note that this differs from Fairfax County's building height calculation.

Make sure that the building height on the grading plan matches the building height on the architectural plans. The grading plans and architectural plans must match in all dimensional aspects. It is strongly advised that the proposed building height not be too close to the maximum of 35 feet since there is no room for margin of error.

Lot Deviation

Be sure to include both the existing and proposed lot elevations around the entire building footprint and show the lot deviation (proposed elevation minus the existing elevation). This can be shown and often is shown in tabular form. The Town of Vienna Code dictates that no lot deviation can exceed plus or minus 3 feet. An example of a lot deviation table is shown below.

More information on building height/lot grade can be found online at <http://www.viennava.gov/DocumentCenter/View/1852>.



Zoning Setbacks

Zoning Setbacks

All zoning setbacks should be shown on the site plan/grading plan as a Building Restriction Line (BRL). Each zone has different zoning setbacks and regulations. They can be found on the accompanying PDF (<http://www.viennava.gov/DocumentCenter/Home/View/218>) or in the Town Code (<http://library.municode.com/index.aspx?clientId=14916>). Several more commonly used setbacks and regulations are also included on Page 4. Make sure setbacks are shown from the front of the home to the front property line, rear of the home to the rear property line, as well as sides or corners of the home to the corner/side property lines.

There are several exceptions in regards to setbacks and they are listed below.

Sec. 18-167. - How far carport may project into side yard.

An unenclosed carport or garage may project into a required side yard for a distance not to exceed five feet; provided, however, that any yard on the side street of a corner lot shall not be reduced to less than ten feet in width. Notwithstanding the above, any such unenclosed carport or garage permitted to project into a required side yard as set forth in this chapter shall be **single story, not to exceed 14 feet**.

Sec. 18-168. - Porches; projection into required yard area prohibited.

Any one-story or two-story enclosed or unenclosed porch shall be considered a part of the building in the determination of the size of any yard and shall not project into any required front, side, or rear yard.

Sec. 18-169. - Bay windows, eaves, decks and other architectural features.

A. The space in any required yard shall be open and unobstructed except for:

1. The ordinary projections of minor architectural features in the form of window sills, belt courses, cornices, eaves, steps, and chimneys, and accessibility improvements such as basement areaways and window wells, provided such features shall not project **more than four feet** into any required yard;
2. The projection of major architectural features such as bay windows, box windows, cantilevered floor areas, oriels, and other such features as determined in the sole and reasonable discretion of the zoning administrator, provided that such features shall not project more than two and one-half feet into any required yard, or exceed two stories in height or ten feet in length. Additionally, the combined length of all such features shall not exceed one-third of the total length of the building façade upon which they are placed; and
3. Decks, which shall not project **more than four feet** into any required yard, except as specified for rear yards in the RS-16, RS-12.5, RS-10 and RTH zones.

Zoning Requirements

TOWN ZONING DISTRICT	SETBACKS (in feet)			MAXIMUM HEIGHT LIMIT	MAXIMUM LOT COVERAGE
	FRONT	SIDE/CORNER	REAR		
RS-10	<p>A. Minimum of 50 feet from centerline (C/L) if street right-of-way is of "variable width" or is less than 50 feet in total width</p> <p>B. 25 feet from street line if right-of-way is 50 feet or greater in width</p>	<p>12* / 25</p> <p>*Minimum setback of 40 feet for buildings other than dwelling and accessory buildings</p>	35 feet	2-1 /2 stories but not to exceed 35 feet as measured from finished grade at front wall of the principal building closest to front building line	25%
RS-12.5	<p>A. Minimum of 55 from C/L;</p> <p>B. 30 feet from street line if right-of-way is 50 feet or greater in width</p>	<p>15* / 25</p> <p>*Minimum of 30 feet for buildings other than dwellings and accessory buildings</p>	35 feet	2-1 /2 stories but not to exceed 35 feet as measured from finished grade at front wall of the principal building closest to front building line	25%
RS-16	<p>A. Minimum of 60 from C/L;</p> <p>B. 35 feet from street line if right-of-way is 50 feet or greater in width</p>	<p>15* / 25</p> <p>*Minimum of 30 feet for buildings other than dwellings and accessory buildings</p>	35 feet	2-1 /2 stories but not to exceed 35 feet as measured from finished grade at front wall of the principal building closest to front building line	25%

Lot Coverage and Deck Coverage

Lot Coverage

The Town of Vienna has strict lot coverage regulations for residential development. The Town Code states that only 25% of the lot can be covered in residential zones RS-10, RS-12.5 and RS-16. Lot coverage includes the area of buildings, accessory buildings, automobile parking spaces and access, sport courts, tennis courts, patios and terraces. Areaways, window wells, steps, lead walkways, fireplaces, chimneys and any cantilevered features are not included in lot coverage. Lot coverage should be listed and broken down by the different features on the grading plan. Please note that lot coverage calculations are different from impervious surface area calculations. Impervious surface area calculations should also be included on the grading plan and includes all impervious surfaces.

Deck Coverage

Decks have their own separate deck coverage calculations. Decks can only take up 5% of the entire lot area. Deck coverage does not include steps. Like the lot coverage calculations, the deck coverage calculations must be shown on the site/grading plan. Examples of lot coverage and deck coverage calculations are shown below.

Example Lot Coverage

House: 2,175.4 Sq. Ft.

Garage: 440 Sq. Ft.

Porch: 60 Sq. Ft.

Driveway: 1,759.3 Sq. Ft.

Patio: 216.2 Sq. Ft.

Total: 4650.9 Sq. Ft.

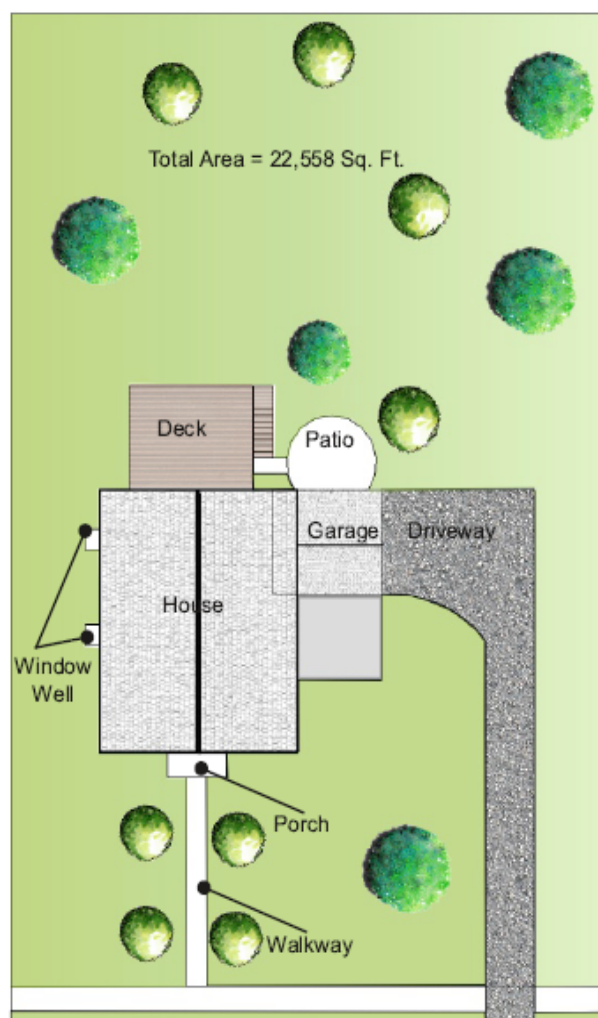
Lot Coverage = $4,650.9 / 22,558 = 20.62\%$

Example Deck Coverage

Deck: 518 Sq. Ft.

Total: 518 Sq. Ft.

Deck Coverage = $518 / 22,558 = 2.3\%$



Example of Lot Coverage and Deck Coverage Calculations

Submitting Plans

Submitting Demolition Plans

Five (5) sets of site/grading plans are required for an application for demolition of a single family dwelling. In addition three (3) copies of utility cap-offs and one copy of an asbestos report or affidavit need to be submitted. Utility cap-offs usually include gas, power, and water and sewer. Please note that it is the responsibility of the applicant to supply the utility cap-offs. Review of the plans will not begin until all cap-off letters have been received.

Submitting New Construction Plans

Five (5) sets of site/grading plans and four (4) sets of architectural drawings are required for an application for new construction of a single family dwelling.

Please note that starting May 22, 2014 a landscape plan showing tree canopy coverage will be required for single family lots (see <http://www.viennava.gov/DocumentCenter/View/2203> for more information).

Building Review Process

Plans are first submitted to the Department of Planning and Zoning. They are then reviewed by the Planner. If there are no comments or issues with the plans they will be reviewed by the Engineer in the Department of Public Works. After Public Works approves the plans they are returned to the Department of Planning and Zoning. The applicant is then notified that he/she can pick up the plans and bring them to Fairfax County.

During the process the application is entered into the Fairfax Inspections Database Online (FIDO). This allows permits to be tracked at the following website:

<https://www.fairfaxcounty.gov/bldgpermits/>

Fees

Demolition applications have a set fee of \$40.00.

Fees for new construction applications are based on the square footage of the home with a base fee of \$40 and \$0.05 for every square foot of constructed space. Constructed space includes porches, basements, first and second floors, garages and decks. It does not include driveways and patios.

Residential Certificate of Occupancy

After plans are approved by Fairfax County and construction begins, the applicant is required to submit three sets of surveys and fill out the Residential Certificate of Occupancy application. Two original copies of a wall check survey, building height survey and three original copies of a final survey are required.

Tips

1. Scales on Grading Plans and Architectural Plans must be accurate.
2. The building footprint dimensions on the site plans/grading plans and the dimensions of the floor plans on the architectural plans must match. Building heights must also match.
3. Please show square footage calculations of each floor on the architectural plans.
4. Lot coverage, setbacks and building heights are inspected by Zoning Inspectors. Make sure everything is in compliance with the Town of Vienna Code.
5. Make sure line weights on the drawings are appropriately scaled and legible. Do not clutter plans with unnecessary information. Use thicker line weights for proposed features (house footprint, etc.) and create a separate landscape plan if the plan is too busy.
6. Separate sheets are suggested for grading plans, demo plans, landscape plans and E&S plans.
7. Draw and label all window wells, chimneys, fireplaces and cantilevered areas on site plans.
8. When submitting final surveys of new homes after they are built make sure the surveys are labeled as "Final Survey" and include lot coverage calculations, height certification, building restriction line (BRL), and IPS and IPF points.
9. Please consult the Town of Vienna Code (<http://library.municode.com/index.aspx?clientId=14916>) or contact the Department of Planning and Zoning if you are unsure or have questions regarding any zoning regulations (703-255-6341).
10. When plans are approved and picked up please read through all attached paper work. This includes regulations on temporary signs, inspection requirements and the residential certificate of occupancy.
11. During all construction phases keep the yards clean and make sure the grass is maintained and kept below 6 inches.
12. Adhere to the Town of Vienna Noise Ordinance, Section 10-20.1 which states that "the making, creation or maintenance of excessive, unnecessary or unusual loud noises, unusual and unnatural in their time and place and which disturb the usual peace, quietude, tranquility and normal enjoyable use of any residential area are detrimental to the public health, safety, convenience, welfare and prosperity of the residents of the Town of Vienna and constitute a public nuisance."
13. Any construction taking place between 8 PM and 7 AM Monday through Friday and 8 PM and 9 AM Saturday, Sunday and Holidays shall be considered a public nuisance with enforcement provided by the Town's Police Department. In addition please be reminded that no work by contractors shall be permitted at all on Sundays.
14. Fence permit applications need to be filed separately from the Single Family Dwelling permits.
15. Additional information can be found on the Building Permit Brochure (<http://www.viennava.gov/DocumentCenter/Home/View/220>).
16. The Town's Zoning Map and other maps which may provide assistance can be found online (<http://www.viennava.gov/index.aspx?nid=271>).